

AGENCY: INDIANA DEPARTMENT OF ENVIRONMENTAL
MANAGEMENT

TITLE: REDUCING DIESEL EMISSIONS IN NORTHWEST INDIANA

ACTION: SOLICITATION OF BIDS AND SCOPE OF SERVICES

DATES: The closing date for receipt of applications is February 3, 2006, 5:00 p.m. EST. Application packages may be submitted via postal or express overnight mail, or electronically [See Section IV (A)]. Application packages submitted via postal or express overnight mail must be post marked by the closing date. Electronic application packages must be submitted in Microsoft Word or PDF format to [gferis at dem.in.gov](mailto:gferis@dem.in.gov) – electronic submissions will be considered timely upon receipt, not transmission. An e-mail response confirming receipt of electronic proposals will be provided. Hand delivery, facsimile and late submissions will not be accepted.

SUMMARY: This notice announces the availability of funds and solicits applications for projects designed to significantly reduce heavy duty diesel emissions in Northwest Indiana (specifically Lake, LaPorte¹, and Porter Counties). Eligible projects include: on-road and/or off-road idle reduction technologies (i.e. auxiliary power units (APUs), generator sets, direct fired heaters, and battery operated heating and air conditioning systems), exhaust retrofit technologies [i.e. diesel oxidation catalysts (DOCs) and diesel particulate filters (DPFs)], and education/awareness projects that focus on idle-reduction.

The total estimated funding available under this competitive opportunity is approximately \$400,000. Preference will be given to equipment owners/operators that are willing to provide a financial match and/or in-kind match, provide actual historic idling hours pre-installation, and actual reduced idling hours post installation, along with a commitment to maximize the use of the installed equipment.

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¹ Due to geographic boundary limitations associated with the funding sources for this program, only DOC and DPF projects can be funded and implemented in LaPorte County.

Section I – Funding Opportunity Description

A. Background

IDEM is soliciting proposals to implement diesel emission reduction projects that will significantly reduce heavy duty diesel emissions in Northwest Indiana (specifically Lake, LaPorte¹, and Porter Counties). These projects should primarily focus on long-term idling reduction strategies. Eligible projects may include on-road and/or off-road idle reduction technologies, exhaust retrofit technologies and education/awareness projects that focus on idle-reduction. However, IDEM will also accept application packages for retrofit technology based projects [i.e. installation of diesel oxidation catalysts (DOCs) and/or diesel particulate filters (DPFs)] to reduce tailpipe emissions when the primary engines must be running. These retrofit options may only include technologies that are certified by the California Air Resources Board and/or verified and identified by U.S. EPA on the Verified Technology List located at <http://www.epa.gov/otaq/retrofit/retroverifiedlist.htm>. In addition, applicants may include an education/awareness component within the proposed scope of work. This component shall focus on accomplishing one or more of the following: (1) Develop, implement, and enforce an idle reduction policy. (2) Ensure that drivers maximize use of installed equipment and understand goals and objectives associated with this equipment. (3) Develop and circulate materials (brochures, pamphlets, etc.) that promote long-term idle reduction and on-road and/or off-road idle reduction technologies and exhaust retrofit technologies. The target audience shall be equipment operators (materials distributed by the parent company) and other third party organizations.

The effect of diesel emissions on Indiana's air quality and human health is a concern to IDEM, citizens, and the U.S. EPA. IDEM began an initiative to reduce diesel emissions state-wide in the year 2000. IDEM's early focus was on reducing diesel emissions in Northwest Indiana. This initiative is commonly referred to as the Northwest Indiana Diesel Emissions Initiative. Lake, LaPorte, and Porter Counties have a high volume of heavy-duty diesel traffic, a large number of long-term parking facilities, and a high amount of long-term idling. This area also contains a large population with many residential neighborhoods located in close proximity to these facilities. IDEM has been working with municipal, school, and public transportation entities in Northwest Indiana to retrofit vehicles with diesel oxidation catalysts (DOCs) and/or diesel particulate filters (DPF), both of which will dramatically reduce harmful tailpipe emissions using a variety of funding sources.

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B. Scope of Work:

To be considered for funding, each project proposal in response to this solicitation of bids must include one or more of the following three items. For projects to be implemented in LaPorte County, (only projects referenced under Item #2 are eligible for funding).

1. On-road and/or off-road idle reduction technologies. This category allows for applicant(s) to purchase and install a specified number of on-road and/or off-road idle reduction technology units on the applicant's eligible heavy duty diesel truck fleet. An eligible truck is a truck that the applicant owns and operates. The truck(s) must spend a minimum of 40 hours per week operating in Lake and Porter Counties and is expected to remain in the active fleet in Lake and Porter Counties through calendar year 2009.

The project(s) shall include a formal training/implementation component to ensure that equipment operators minimize idling activity and maximize the use of the on-road and/or off-road idle reduction technologies. This shall include the establishment, implementation, and enforcement of an idling reduction policy by the applicant. Documentation of said reduced idling programs must be provided to IDEM for verification prior to final reimbursement under this program.

2. DOCs/DPFs. This category allows for applicant(s) to purchase and install a specified number of DOCs and/or DPFs on the applicant's select heavy duty diesel equipment. The equipment must spend the majority of their time operating in Lake, LaPorte, and Porter Counties and remain in the active fleet for a minimum of five years to be eligible. If DOCs are to be installed they must be purchased from the State's quantity purchase agreement (QPA) #0000009676 (see attached QPA). If DPFs are to be installed, they should be purchased from the State's QPA if in effect at that time. If one is not in effect, DPFs that are to be installed must be certified by the California Air Resources Board and/or verified and identified by U.S. EPA on the Verified Technology List as identified in Section 1-A. Documentation of said reduced idling programs must be provided to IDEM for verification prior to final reimbursement under this program.
3. Idle Restriction and Use Policy/Education and Awareness. This category allows for applicant(s) to establish and enforce an idle restriction and use policy. The applicant shall work in close coordination with IDEM to develop and implement an idling education/awareness program to train its

employees. This component shall focus on accomplishing one or more of the following: (1) Develop, implement, and enforce an idle reduction policy. (2) Ensure that drivers maximize use of installed equipment and understand goals and objectives associated with this equipment. (3) Develop and circulate materials (brochures, pamphlets, etc.) that promote long term idle reduction and on-road and/or off-road idle reduction technologies and exhaust retrofit technologies. The target audience shall be equipment operators (materials distributed by the parent company) and other third party organizations. Documentation of said reduced idling programs must be provided to IDEM for verification prior to final reimbursement under this program.

Following project implementation, IDEM will monitor the applicants to ensure that the emission and fuel consumption goals are met (as set forth in Section I.C. below). For a period of 12 months after project completion/implementation, applicants shall be required to provide a quarterly report to IDEM that outlines how the project has met the terms and conditions of the grant agreement.

The grant(s) will not fund any of the following costs:

- The cost of shipping of an on-road and/or off-road idle reduction technology unit(s) and/or the exhaust retrofit technology unit(s) from the manufacturer to the facility where the equipment will be installed.
- The cost of operating, maintaining and insuring the on-road and/or off-road idle reduction technology unit(s) and/or the exhaust retrofit technology unit(s).

C. Anticipated Outcomes

Outcomes. Through these projects IDEM anticipates the following benefits:

- Provide an example of the benefits of on-road and/or off-road idle reduction and/or the exhaust retrofit technologies that can be implemented in other areas and applications.
- Improved air quality via the reduction of NO_x, HC, CO, PM, CO² and air toxic emissions from idling heavy-duty diesel (HDD) vehicles.
- Reduced fuel/oil consumption and other fluid or solid waste from idling HDD vehicles.
- Reduced maintenance costs associated with HDD vehicle idling.
- Reduced noise levels associated with HDD vehicle idling.
- Improved quality of life for the population residing in close proximity to the areas where HDD vehicle idling is common.

- After these projects are fully implemented IDEM will have the ability to assess the benefits of these projects for marketing similar anti-idling and/or retrofit strategies in the future.

Section II – Award Information

A. What is the amount of funding available?

The total estimated funding expected to be available for awards under this competitive opportunity is approximately \$400,000.

B. Funding Allocations

The grant monies will most likely be allocated in the following manner:

1. Purchase and Installation of on-road and/or off-road idle reduction technologies – 65% of the total monies.
2. DOC/DPF Retrofits – 25% of the total monies.
3. Establishment and Enforcement of Idle Restriction and Use Policy/Education and Awareness – 10% of the total monies.

Note: No individual award shall exceed \$70,000 dollars.

The number and amount of awards, and projected categorical funding allocations, are subject to both available funds and the quality of the proposals submitted. IDEM reserves the right to partially fund proposals by funding discrete activities, portions, or phases of the proposed projects. If IDEM decides to partially fund the proposal, it will do so in manner that does not prejudice any contractor or affect the basis upon which the proposal was evaluated and selected for award, and that maintains the integrity of the competition and the evaluation process.

The awards resulting from this solicitation will result in a formal agreement. IDEM's role will be as follows:

1. close monitoring of the successful contractor's performance to verify the results proposed by the contractor;
2. collaborate during the performance of the scope of work;
3. approve substantive terms of proposed contracts;
4. review qualifications of contractor's key personnel;

5. review and verify information contained in reports prepared under the cooperative agreement;
6. reimbursement in arrears of monies spent by the contractor after the project has been completed and fully implemented. All payment obligations will be made in arrears in accordance with Indiana law and state fiscal policies and procedures.

C. What is the project period for awards resulting from this solicitation?

All projects implemented as result of grant awards under this program must be completed by September 30, 2006 to qualify for reimbursement.

D. Are matching funds required?

No. However, preference will be given to proposals that include a financial match or in-kind match. This will enable the State to maximize the total funds available. Please refer to Section V (A), Evaluation Criteria, for further information.

Section III – Eligibility Information

Eligible Entities

This is a competitive grant program open to private and public entities. Public entities, for example, may include school bus fleets, city bus fleets, public works and sanitation fleets. Private entities, for example, include private bus fleets, private trucking companies with a local hub and localized routes, industrial equipment, and nonroad equipment/machinery (i.e. construction equipment).

Section IV – Application and Submission Information

A. How to Obtain Application Package.

The complete grants application package can be requested by phone (317/234-3653) and/or downloaded from IDEM's Office of Air Quality website at <http://www.in.gov/idem/air/>.

B. Content and Form of Application Submission.

The grant application package must contain the following information, preferably in the sequential order shown:

1. A completed and signed cover letter on the applicant's letterhead that briefly summarizes the applicant's proposal (the signature must be original).
2. If the applicant is a privately-owned entity, the application must include a completed and signed copy of the Minority and Women's Business Enterprise Participation Plan Form and the Indiana Economic Impact Proposals and Contracts Form.
3. Narrative Work Plan. This document, a maximum of 15 pages in length, must conform to the following outline:
 - a. Project Title.
 - b. Category. Each project proposal must clearly identify which of the three diesel emission reduction project categories the contractor wishes to pursue as defined in Section I, Part B of this solicitation.
 - c. Contractor Information. Include applicant (organization) name, address, contact person, phone number, fax and e-mail address.
 - d. Detailed Fleet Information. How many vehicles will be retrofitted, mileage, estimated weekly operating hours in Lake, LaPorte, and Porter Counties, estimated weekly idle time in Lake, LaPorte, and Porter Counties, fuel consumption, estimated monthly use (in miles), vehicle make, model year, current mileage, estimated years to remain in the active fleet.
 - e. Funding Requested. Specify the amount of monies the contractor is requesting from IDEM.
 - f. Total Project Cost. Specify total cost of the project (IDEM funding and cost-share). Identify funding from other sources including any in-kind resources.
 - g. Project Period. Provide beginning and ending dates (for planning purposes, contractors should assume funds will be available by no later than March 1, 2006. All projects must be completed no later than September 1, 2006).
 - h. Explicit description of how the proposed project meets the category-specific guidelines established in Section I, Part B, Scope of Work, to include:
 1. A detailed project summary, description of specific actions and methods to be undertaken and the estimated timeline for each project;

2. An explanation as to how the project benefits the citizens of Northwest Indiana (specifically Lake, LaPorte, and Porter Counties);
3. A plan for tracking and measuring the progress toward achieving the expected environmental outcomes identified in Section I.C. of this announcement;
4. An explanation of how project success will be evaluated;
5. A detailed summary describing the physical location(s) where idling commonly occurs (i.e. place of business, warehouse(s), truck routes, etc.) and the hours per week idling occurs;
6. A description of the roles of the contractor and partners, if any;
7. Contact information for all key personnel;
8. To the extent not covered above, information to address the evaluation criteria listed in Section V.
9. A detailed itemized budget specifying the project costs that will be incurred by the applicant.

C. Submission Dates and Times

1. Grant application packages may be submitted via postal or express overnight mail, or electronically [See Section IV (A)]. Application packages submitted via postal or express overnight mail must be post marked by the closing date. Electronic application packages must be submitted in Microsoft Word or PDF format to gferris@dem.in.gov – electronic submissions will be considered timely upon receipt, not transmission. An e-mail response confirming receipt of electronic proposals will be provided. Hand delivery, facsimile and late submissions will not be accepted.
2. IDEM highly recommends that applicants who do not submit their application packages electronically use a service that requires IDEM to sign off when receiving the application package. Please send an original signed grant application package and four copies to:

**Indiana Department of Environmental Management
Office of Air Quality
Attn: Gale Ferris, Environmental Manager, Air Programs Branch
Room 1001, Indiana Government Center North
100 North Senate Avenue, Mail Code 61-50
Indianapolis, IN 46204**

4. IDEM proposes the following timeline:

Project Milestone	Date of Completion	Total Accumulated Time
Proposal Receipt Deadline	February 3, 2006	2 Weeks
Proposal Review, Prioritization and Selection	February 17, 2006	4 Weeks
Selected Proposal Notification	March 3, 2006	6 Weeks
Grant Agreements Fully Executed	May 5, 2006	15 Weeks
All Projects Complete and Fully Implemented	September 1, 2006	32 Weeks

Section V – Application Review Information

Each eligible application package will be evaluated according to the criteria set forth below. Application packages which are best able to directly and explicitly address these criteria will have a greater likelihood of being selected for award. Each application package will be rated under a points system, with a total of 100 points possible, with an additional 10 points possible for Indiana owned and operated enterprises, and be evaluated based on the following criteria:

A. Evaluation Criteria.

Criteria	Points
Project's total emission reduction potential (based on type and use of vehicle).	25
Level of commitment from the equipment owner/operator. This includes the willingness of the owner/operator to provide a financial match to leverage grant funds and/or provide an in-kind match, as well as a documented commitment to ensure project goals are met.	15
Reduction in fuel/oil consumption and other fluid or solid wastes from idling HDD vehicles.	15
Proximity to sensitive populations such as daycare facilities, schools, nursing homes, and residential areas.	10
Involvement in or commitment to U.S. EPA's Smart Way Program http://www.epa.gov/smartway/ .	10

Term remaining of useful vehicle life.	10
Willingness to establish and enforce an Idle Restriction and Use Policy to maximize the use of on-road and/or off-road idle reduction technologies and exhaust retrofit technologies.	10
Active participant in the State of Indiana Minority and Women Business Enterprise Participation Plan (see attached MBE/WBE documentation)	5
BONUS: Bonus points will be provided to Indiana owned and operated business enterprises (see attached Indiana Economic Impact documentation)	10

Disclaimer

The Indiana Department of Environmental Management accepts no obligation for costs incurred by the applicant in anticipation of being awarded a contract. The State creates no obligation expressed or implied by issuing this Solicitation for Bids or by receipt of any bids submitted pursuant hereto. The award of any grant monies shall be at the sole discretion of IDEM. Neither this solicitation of bids nor any response submitted hereto is to be construed as a legal offer.

Questions regarding this solicitation of bids may be directed to Mr. Shawn Seals at (317) 233-0425 or Mr. Gale Ferris at (317) 234-3653.